



KAWERAK , INC. • P.O. Box 948 • Nome, AK 99762



TEL: (907) 443-5231 • FAX: (907) 443-4452



SERVING THE

VILLAGES OF:

BREVIG MISSION

COUNCIL

DIOMEDE

ELIM

GAMBELL

GOLOVIN

KING ISLAND

KOYUK

MARY'S IGLOO

NOME

SAVOONGA

SHAKTOOLIK

SHISHMAREF

SOLOMON

STEBBINS

ST. MICHAEL

TELLER

UNALAKLEET

VALES

WHITE MOUNTAIN

September 16, 2004

Gail Pass
Compliance Officer
First Alaskans Insitute
606 E. Street, Suite 200
Anchorage, AK 99501

Dear Gail:

Enclosed are the Final Financial and Narrative Reports for Grant # 08-84, the Savoonga Youth Center Re-Modeling Project for the period ended August 31, 2004 per requirements as stated in the Grant.

If you have any questions or concerns, please give me a call at (907) 443-4266.
Thank you.

Sincerely,

Cherryl M. Stavish

Cherryl M. Stavish
Accountant II
Kawerak, Inc.

THE FIRST ALASKANS INSTITUTE
GRANT REPORT INFORMATION COVER SHEET

☒ August 31, 2004

☒ Final Report

Dates Covered By This Report: From: April 14, 2004 To: August 31, 2004

Grant Number # 08-84

Name of Organization Kawerak, Inc.

Address P.O. Box 948
Nome, AK 99762

Project Title Savoonga Youth Center

Project Director Erin M. Lillie

Phone Number (907) 443-4348

Start Date of Grant Period April 14, 2004

End Date of Grant Period August 31, 2004

Grant Amount \$24,990.00

Purpose of Grant Renovate a one-room building, donated by the Savoonga IRA,
for use as a Youth Opportunity Center.

Report Prepared by:

September 16, 2004
Date

Cherryl M. Stavish
Name (Type or Print)

(907) 443-4333
Phone

Cherryl M. Stavish
Authorized Signature

ERIN M. LILLIE, YES
9/20/04

**THE FIRST ALASKANS INSTITUTE
PROJECT FINANCIAL REPORT
FINAL**

Organization: Kawerk, Inc.

Project Title: Savoonga Youth Center

Grant Number: 08-84

☐ Interim Report

☒ Final Report

Dates Covered By This Report: From: April 14, 2004

To: August 31, 2004

	Grant Amount	Cumulative Amount	Final Amount	Cost Share Contribution Amount	Total Balance
Personnel Expenses:	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Staff Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Fringe Benefits	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total Personnel Expenses	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Non-Personnel Expenses:					
Contract Services	\$ 5,879.00	\$ 5,984.06	\$ 5,984.06	\$ 0.00	\$ -105.06
Office Space	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Equipment/Renovation Supplies	\$ 17,921.00	\$ 17,815.94	\$ 17,815.94	\$ 1,000.00	\$ 105.06
Travel/Related Expenses	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Other/Matching Contribution	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,000.00	\$ 0.00
Total Non-Personnel Expenses	\$ 23,800.00	\$ 23,800.00	\$ 23,800.00	\$ 9,000.00	\$ 0.00
Indirect 5%	\$ 1,190.00	\$ 1,190.00	\$ 1,190.00	\$ 0.00	\$ 0.00
Total Project Expenses	\$ 24,990.00	\$ 24,990.00	\$ 24,990.00	\$ 9,000.00	\$ 0.00

Report Prepared by:

Cherryl M. Stavish
Cherryl M. Stavish, Accountant II

Approved by:

Ginny Emmons
Ginny Emmons, Chief Financial Officer
Phone No: (907) 443 - 4332
Fax No: (907) 443 - 4442

Date: 9-16-04

Managed by: EET VP
 DIV/DEPT: 03-EET/EET
 Grant#:

Sva Youth Center Renovation
 "Budget to Actual Expenditures"
 "For the Period Ending 08/31/2004"

Contract/Grant Period:
 04/14/2004 - 08/31/2004

Budget	Account Code	Description	Current Period	Year-to-Date	O/S P.O.'s	YTD + P.O.'s	% of Bud	Bud Balance
24,990.00	A13-04-00-00-4100	REVENUE	0.00	12,495.00	0.00	12,495.00	(0.50)	12,495.00
24,990.00		Total Revenue	0.00	12,495.00	0.00	12,495.00	(0.50)	12,495.00
5,879.00	A13-04-00-00-5050	SHORT TERM CONTRACTS	5,984.06	5,984.06	0.00	5,984.06	1.01	(105.06)
6,921.00	A13-04-00-70-5360	FREIGHT-SAVOONGA	6,910.95	6,920.95	0.00	6,920.95	0.99	0.05
11,000.00	A13-04-00-70-5444	RENOVATION SUPPLIES-SAVOO	2,225.65	10,894.99	0.00	10,894.99	0.99	105.01
23,800.00		Sub-Total Direct	15,120.66	23,800.00	0.00	23,800.00	1.00	0.00
1,190.00	A13-04-00-00-5992	INDIRECT@5%	756.03	1,190.00	0.00	1,190.00	1.00	0.00
24,990.00		TOTAL	15,876.69	24,990.00	0.00	24,990.00	1.00	0.00
0.00		Net of Revenue and Expens	(15,876.69)	(12,495.00)	0.00	(12,495.00)	0.00	12,495.00

Note: \$12,495.00 received 9/13/04

X-Sender: jtrainor@mail.kawerak.org

X-Mailer: QUALCOMM Windows Eudora Version 5.1

Date: Tue, 03 Aug 2004 07:12:06 -0800

To: Gus Ata <accountant1@kawerak.org>, "Erin M. Lillie" <yes@kawerak.org>

From: Jerry Trainor <jtrainor@kawerak.org>

Subject: Re: Matching Contribution \$ 9,0000

Gus and Erin,

According to the grant request the \$9,000 in kind contribution comes from the IRA Council in Savoonga as they are supplying the original building and the monitor heater. The grant provides funds to cover the cost of the remodel, (building materials, windows, electrical fixtures, plumbing, and doors) and salaries for the lead carpenter and Savoonga YO members to work on the project.

Kawerak, Inc. should have no concern for the in-kind contribution of \$9,000.00.

At 09:19 PM 8/2/2004 -0800, Gus Ata wrote:

Erin,

Just want to know where would you get \$ 9,000 matching contribution from? Which Fund?
I could not seem to find where the matching contribution will come from. Kindly let me know
ASAP,

so that you and Ginny can sign the amended Financial Report.

Thank you.

Gus

IN KIND DOCUMENTATION

I. ORGANIZATIONAL INFORMATION

1. Please summarize your original expected outcomes for this project and how you had planned to achieve them.

The primary outcome of this project is to repair and renovate a one-room building donated by the Native Village of Savoonga. We planned to achieve this outcome by determining the floor plan supply needs, purchasing the supplies, shipping the supplies to Savoonga, and hiring a contractor perform the renovation work.

2. What were the principal accomplishments of the project? How have they been achieved? How have the grant funds been used?

The first accomplishment was unplanned and an example of a collaboration within Kawerak. A certified carpenter and experienced builder, contracted by Kawerak for a different project in Savoonga, was tasked with investigating the building to be renovated as part of this project. He was able to draw floor plans, create a supply list, analyze the suitability of the building, take needed measurements, and provide guidance on the scope of work. These efforts have been fundamental to the progress of the project so far. All this was accomplished at no charge to this grant.

In June, the Youth Employment Specialist ordered most supplies – drywall, windows, lumber, etc. – and made arrangements for shipping to Savoonga. Also in June, the YES hired a local contractor and assigned four local youth assistants to work with him as subsidized work experience under the Kawerak Summer Youth Program. These youth practiced vocational skills they learned in high school. Work started on June 26. By June 30, much of the building had been gutted.

Renovation work continued with significant delays in July and August. As of August 31, the rough work was completed on the building, including the installation of new windows and doors, new sheet rock, new electrical wiring, new walls for an office space, and a new subfloor.

3. What, if any, difficulties did you encounter; why did they occur; and what refinements or plans were made to overcome them? Please indicate activities that were behind schedule or not completed, and any changes in project plans or personnel.

The two Kawerak staffers heading up the project were both replaced in May. The Youth Development Specialist in Savoonga who initially lead the project, Colleen Yaari Kingeekuk, moved to Anchorage in May to pursue her career ambitions. Her Nome-based supervisor, Youth Employment Specialist Tiffany Martinson, left Kawerak in April and was replaced in mid-May.

The process of hiring a local contractor in Savoonga hit some snags that compounded the delay by at least 2 more weeks. The individual who originally agreed to perform the contract work, Fritz Waghiyi, instead took as position with another construction project

in Savoonga. Fortunately, he was able to provide a replacement. This contractor, Bivers Gologergen, began work in late June.

Although the timeline was shifted to adjust for these delays, the project continued as planned in June thanks to the flexibility built into the original work plan. Delays related to personnel and weather are common in rural Alaska, and project planners anticipated them.

However, other delays slowed the project further in July and August. In July, a local volunteer electrician was not available to perform necessary electrical work, and an electrical generator needed to provide power for power tools was repurposed to another project by the tribe. In late July, a youth was accidentally shot and killed; within 10 days, a woman allegedly killed her husband. The village came to a standstill for several weeks.

Work resumed in mid-August, but by this time, very little had been accomplished since the building was gutted in late June. The local volunteer electrician finally performed the promised electrical work, and a generator was supplied to the work site. However, the finish work on the building – trim, flooring, paint, plumbing, stairs and landing – will need to be completed before the facility is useable as a youth center.

4. What were the most challenging or surprising aspects of this project? Have there been any unexpected outcomes?

Managing a renovation project in a rural community has been the most challenging aspect. Supply lines and equipment logistics are paper-thin. When a generator was made unavailable – for reasons I have yet to ascertain – the entire project ground to a halt. I was unable to solve the problem from Nome. A rash of devastating violence created its own momentum, as everyone involved in the project was related to both victims. The only unexpected outcome was the incompleteness of the project.

5. Based on our experience to date, what advice would you give to other organizations planning a similar program? What have been the strengths and limitations of the project? What would you have done differently if you had the chance?

Experienced construction contract management would have been an asset that may have overcome the obstacles that delayed this project. Although the reliance on local labor is a strength, inexperienced project management was a weakness. If I could do it again, I'd organize a volunteer work party in Nome and budget for travel and expenses for a week of work on the building.

6. Please describe your post-grant plans for this project. How will it be financed?

The Savoonga IRA has agreed to finish the rest of the work on the building in September. The Kawerak EET Division will pay for a certified electrician to travel to Savoonga to approve the wiring.

The YO! program will move into the facility as soon as it is completed, hopefully in October, 2004. Fuel and power costs will be borne by the IRA, and the IRA will charge no rent. Kawerak will pay for Internet costs.

II. ORGANIZATIONAL INFORMATION

The Youth Opportunity program is funded through a contract with Cook Inlet Tribal Council, Inc. The fifth and final year of the project started July 1, 2004, and ends June 30, 2005. The funding schedule reduced the budget amount in the final two years of the project. The final year is funded at 50% of the second and third years. To meet budget requirements, staff hours were scaled back in Nome and for the village sites, including Savoonga. The Youth Development Specialist there now works 32 hours per week, down from 40 hours per week. The Youth Employment Specialist is scheduled for 36 hours per week, from 40 hours per week. These reductions did not impact neither the renovation project timeline nor the delivery of proposed program within the renovated facility, as the proposal anticipated the reduced staff hours.

III. ATTACHMENTS

Please see the "After" digital photos of the donated building in Savoonga, which I will send to you via e-mail.